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ABSTRACT

This document describes the Blackhawk Technical College, Wisconsin, drug abuse program provided primarily by an intervention specialist and available to students and employees. Section I outlines the program model (resources, program of services, immediate results and outcomes) in a chart form. Section II describes the services provided by an intervention specialist, individuals eligible for special services, the referral process (self-referral or staff referral of students), the function of the intervention specialist (assessment, motivational counseling, client care, support services), and confidentiality (exceptions to professional confidentiality exist only when a client poses a danger to themselves or others or when a client reveals the infliction of abuse on a child). Section III describes the administrative functions of the intervention specialist: documentation and policies regarding that documentation, office location, qualifications for the intervention specialist, and fees. Section IV covers the education and training available to students, faculty and staff. Section V states the policy of annual evaluation for the alcohol and other drug abuse program and for the intervention specialist. (JB)

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BLACKHAWK TECHNICAL COLLEGE
ALCOHOL AND OTHER DRUG ABUSE PROGRAM

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January 1991

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The ERIC Clearinghouse on Higher Education has been given federal funds to process a special collection of policy, program and curriculum documents produced by the Network of Colleges and Universities Committed to the Elimination of Drug and Alcohol Abuse, a coalition of institutions initiated by the Department of Education, Office of Educational Research and Improvement in response to the 1989 Drug Free Schools and Communities Act.

Major objectives of the project are to:

- increase access to the information on programs, policies, and curricula developed by Network member institutions;
- encourage the use of the ERIC system by Network member institutions;
- improve the Network's ability to know about, and share information on activities at member institutions; and
- test a model for collaboration with ERIC that other national agencies might adopt.

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BLACKHAWK TECHNICAL COLLEGE
ALCOHOL AND OTHER DRUG ABUSE PROGRAM

Blackhawk Technical College has developed standards of conduct with regard to alcohol and other drug use by the staff and students while on campus or at college events off-campus. These standards of conduct are distributed to all staff members and students.

Blackhawk Technical College recognizes that chemical dependency is a significant health problem which impacts on numerous areas of an individual's life. Furthermore, Blackhawk Technical College recognizes that chemical dependency is responsive to treatment. As a result, those individuals with alcohol and other drug abuse problems benefit from early intervention in the progression of the disease. To provide professional intervention services, Blackhawk Technical College has employed an Intervention Specialist. The Intervention Specialist offers services to both the students and staff of Blackhawk Technical College.

I. PROGRAM MODEL

The program model for the Alcohol and Other Drug Abuse Intervention Program:

Resources:	Program of Services:
*Intervention Specialist *Area Treatment Providers *Alliance for a Drug-Free Beloit *Alliance for a Drug-Free Janesville *Video & Literary material *Student Assistance Committee *Instructional staff	*Assessment/Referral for BTC staff & students *District Inservices & other educational programming *National Collegiate Alcohol Awareness Week events *National Collegiate Drug Awareness Week *Curriculum Infusion *Needs Assessment *Support for staff & students returning from treatment
Immediate Results:	**Outcomes:**
*Early Intervention for staff & students *Education of staff & students about alcohol & other drug abuse *Increased support for students & staff in recovery	*Reduced alcohol & other drug abuse by staff & students *Increased retention of students *Improved community relations due to increased quality of students performance *Decreased relapse for students & staff in recovery

II. INTERVENTION SERVICES

The objective of providing intervention services at Blackhawk Technical College is to assist those students or staff members who may be experiencing difficulty in their lives due to their alcohol and other drug abuse or other related personal concerns. Through early intervention in the progression of chemical dependency and/or codependency, an individual has an opportunity to participate in treatment and begin the recovery process.

A. ACCESS TO INTERVENTION SERVICES:

Staff members of Blackhawk Technical College can access the services of the Alcohol and Other Drug Abuse Intervention Specialist through self-referral. Those staff members who are experiencing difficulty in their lives due to problems with alcohol and other drug abuse or related issues may make an appointment with the Intervention Specialist. Staff may also access intervention services on a drop-in basis.

Students of Blackhawk Technical College can access the services of the Alcohol and Other Drug Abuse Intervention Specialist through the following vehicles:

Self-referral: Students who are experiencing difficulty in their lives due to problems with alcohol and other drug abuse or related issues may make an appointment with the Intervention Specialist. Students may also access intervention services on a drop-in basis.

Staff referral: Staff members who are working with students may refer a student for intervention services. The intervention process will be initiated only when the student's problems with alcohol and other drug use impacts negatively on academic and/or classroom performance. This referral process requires that the staff member completes and signs a referral form and forwards it to the office of Intervention Specialist. The referral form utilized in this process is the same referral form used by the Blackhawk Counseling staff. Documentation on the referral form should be clinical in nature, such as "student fell asleep in class and had alcohol on breath on 10-10-90". It is essential that the documentation identifies behavior and does not draw conclusions.

When the Intervention Specialist receives the referral form, he/she will follow up with a phone call to the student requesting that an appointment with the Intervention Specialist be made. In the case of the student who refuses to make the appointment, the Intervention Specialist will document such refusal with the referring staff member. In the case of the student who makes an appointment with the Intervention Specialist, but does not keep that appointment, the Intervention Specialist will follow up with a second phone call. If the student refuses to make an appointment or does not keep the second appointment, the Intervention

Specialist will document this information to the referring staff member.

A student's use of intervention services or treatment does not release them from accountability with regard to the disciplinary or academic policies of Blackhawk Technical College.

B. FUNCTION OF THE INTERVENTION SPECIALIST:

The Intervention Specialist performs the following tasks in his/her role:

Assessment: Assessment involves assessing the person, problem, and overall situation during an informal interview with the staff member or student.

Motivational Counseling: Motivational counseling is the process by which the Intervention Specialist identifies clearly the options for formal assessment and/or treatment that are available to the staff member or student. This process involves consideration of the resources in the community, the financial resources vs. the cost of the treatment, and the immediacy of the individual's need.

Monitoring and Coordinating Client Care: Monitoring and coordinating client care involves follow-up contact with the staff member or student to confirm that the individual is receiving appropriate care. This could take the form of a follow-up phone call or participation in a case staffing with the agency.

Support Services: Support services involve being available as a resource to the staff or student after the completion of treatment.

C. CONFIDENTIALITY:

The office of the Intervention Specialist maintains strict confidentiality according to Federal Regulations (CFR 42 Part 2). These regulations restrict the Intervention Specialist from releasing any information regarding a staff member or student to any indiviual or agency without the signed consent of the staff or student receiving intervention services. This confidentiality includes the release of information about a student to the referring staff member or counseling staff. The consent for release of information will clearly identify the name and/or agency that the information will be released to, the purpose of the release, the specific nature of the information, with the staff member or student's signature. The consent form will also clearly identify the process of revocation of the consent. When information about a staff or student is communicated verbally with the person or agency identified on the consent to release information, that

person or agency will receive written documentation of the federal laws pertaining to re-disclosure.

The only exceptions to the confidentiality regulations would include cases where the student or staff member are at risk of eminent physical danger to themselves or threatening physical injury to another individual or reveal the infliction of abuse on a child. The Intervention Specialist is legally obligated to reveal information about staff members or students in the case in of a court order. However, the Intervention Specialist and the staff member or student, under state of Wisconsin law, is allowed an opportunity to file a responsive statement to the court order.

III. ADMINSTRATIVE FUNCTIONS OF THE INTERVENTION SPECIALIST

A. DOCUMENTATION;

The office of the Intervention Specialist maintains records of the interaction with all the staff members and students utilizing services. This documentation is kept in the office of the Intervention Specialist and is not included in the student files or the personnel files of the staff. This documentation is maintained in a locked file in accordance with federal alcohol and other drug abuse regulations.

Any staff or student utilizing the services of the Intervention Specialist has a right to inspect and receive a copy of any documentation pertaining to their case under HSS 92.03 (o) and 92.03 (3) (d) of the Wisconsin Administrativie Code.

B. LOCATION OF THE OFFICE OF THE INTERVENTION SPECIALIST:

The office of the Intervention Specialist is located in the Student Services Department at Blackhawk Technical College in Room 353. The Intervention Specialist is also available to meet with staff or students outside of the Intervention Specialist's office.

C. QUALIFICATIONS OF THE INTERVENTION SPECIALIST:

The qualifications of the Intervention Specialist at Blackhawk Technical College are determined by the Wisconsin Board of Vocational Technical and Adult Education. The minimum requirements for provisional certification are a bachelor's degree in human services or related field and a minimum of two years verifiable experience in the field of alcohol and other drug abuse intervention, treatment, or prevention. The five year certification requires course work in alcohol and drug terminology, psychosocial and sociocultural aspects of alcohol and other drug abuse, pharmacological and psychopharmacological aspects of alcohol and other drugs, assessment instruments and procedures, abnormal psychology, psychopathology, or developmental psychology, and racial and cultural minorities.

D. FEES FOR THE PROGRAM

There are no fees for utilization of the services of the Intervention Specialist. Any fees for treatment are a private contract between the staff member or student and the agency they seek treatment from.

IV. EDUCATION AND TRAINING

A. STUDENT AND STAFF EDUCATION:

The staff and students of Blackhawk Technical College will receive timely information about alcohol and other drug abuse in the form of district inservices, current printed information, and educational seminars. The Intervention Specialist will either offer these educational seminars or be responsible for recruiting community professionals in the area of addiction to do so. The printed material available to the staff and students of Blackhawk Technical College will include pamphlets and brochures displayed in the literature rack located outside the college nurse's office.

The staff and students of Blackhawk Technical College will also have an opportunity to participate in a series of educational and recreational events that occur during the National Collegiate Alcohol Awareness Week and the Drug-Free week.

Presentations for Blackhawk Technical College classes are available from the Intervention Specialist, but are dependent upon time availability and class schedules.

The Intervention Specialist will also be available to provide assistance in selecting video or literary material on alcohol and other drug abuse issues.

V. EVALUATION

A. PROGRAM EVALUATION:

The Alcohol and Other Drug Abuse program will be evaluated annually by the staff and students of Blackhawk Technical College, using a survey instrument as the methodology. The Intervention Specialist will also keep statistics on the utilization of the program. These statistics will be kept independently of any other program documentation and will not use any identifying information about staff members or students who have utilized the program.

B. STAFF EVALUATION:

The Intervention Specialist will be evaluated annually in accordance with college personnel policies.